

## **Task 3.5 Training**

### **Task Overview**

FSA's security and privacy program took significant strides in our FY02 training program. Our goal is to continue hosting training sessions on pertinent topics and not on *general* security topics. Topics may include Incident Response, C&A, corrective action planning, SSO roles and responsibilities, and the Privacy Act. We will conduct at least a total of four combined training sessions for FSA SSOs, their contractor counterpart, and FSA system managers.

### **Task Details**

This year, FSA has a full security plate. From C&A to GISRA, the security and privacy team must support the SSOs and their contractors. The FSA security and privacy team conducts monthly meetings with its SSOs to relay pertinent information, discuss new developments and to train the SSOs on new or existing security issues. Often throughout the year, SSOs and their contractors are asked to produce various products or perform certain functions. As these requests are made, the security and privacy team is looked to to provide clarification and guidance. The team may respond by conducting training sessions.

We plan to develop training sessions to complement the guidance materials produced to address new or existing security issues. The training will consist of handouts, a formal presentation, and Q&A sessions with the attendees. Training usually will last an hour with additional one-on-one sessions immediately following.

Each member of the BearingPoint team may have an opportunity to conduct a training session, but all will participate in the development of the training materials.

The BearingPoint team conducted one training session this period. We delivered a session on the Privacy Impact Assessments. The briefing, supported by a PowerPoint presentation, described the origin of the PIA requirement and explained FSA's implementation plan. Additionally, we instructed the SSOs that FSA would meet with the Department to finalize an approach. We received positive feedback from many participants.

We also delivered a follow up briefing on Incident Response. The briefing covered the reporting process and we provided the reporting template. Additionally, we explained to the SSOs how we track FSA systems' progress through the C&A process. We described the matrix we use and responded to several questions.

### **Task Status**

During the next two-month period, we most likely will develop training course materials for one more critical area – mitigating CRG findings. We are required to conduct one more session during the 12-month period of performance.